

**ARIZONA PUBLIC SAFETY COMMUNICATIONS COMMISSION**  
**Summary of Minutes**  
**July 11, 2006**

**Voting Members Present:**

David Felix, Deputy Director, Arizona Department of Public Safety (Chairman)  
Ray Allen, Assistant Chief, Tucson Fire Department  
Amy Brooks, Captain, Apache Junction Fire Department  
Hal Collett, Sheriff, La Paz County/Arizona Sheriff's Association  
Sharon Allen, representing Kermit Miller, Deputy Chief, alternate for Richard Miranda, Chief, Tucson Police Department  
Robert Demlong, representing Tracy Montgomery, Commander, Phoenix Police Department  
Angelica Novoa, Chief, Cocopah Tribal Police Department  
Kathleen Paleski, Commander, Northern Arizona University Police Department  
Danny Sharp, Chief, Oro Valley Police Department  
Lou Trammell, Deputy Director, Arizona Division of Emergency Management  
Matt Shobert, representing Dan Wills, Battalion Chief, Sedona Fire District  
Dewayne Woodie, Captain, Ganado Fire District/EMS  
Mike Worrell, Captain, Phoenix Fire Department

**Voting Members Absent:**

Gordon Gartner, Chief, Payson Police Department  
Jan Hauk, President, Arizona Fire District Association/Buckeye Valley Fire District  
Kermit Miller, Deputy Chief, alternate for Richard Miranda, Chief, Tucson Police Department  
Tracy Montgomery, Commander, Phoenix Police Department  
Dan Wills, Battalion Chief, Sedona Fire District

**PSCC Support Office Attendees:**

Curt Knight, Executive Director, Public Safety Communications Commission  
Kevin Rogers, Project Manager, Public Safety Communications Commission  
Holly Burkenbine, Administrative Services Officer, Public Safety Communications Commission  
Evelyn Jablonski, Executive Assistant, Public Safety Communications Commission

**Call to Order and Roll Call**

The meeting was called to order at 1:04 p.m. by Chairman David Felix. Roll call was taken as noted above and a quorum was declared present.

Chairman Felix made the following announcements and expressed his congratulations to both Commissioner Tracy Montgomery and Commissioner Kathleen Paleski. Commissioner Tracy Montgomery will be promoted to Assistant Chief with the Phoenix Police Department. Commissioner Kathleen Paleski is the Acting Chief for Northern Arizona University Police Department.

## **Approval of Minutes from October 26, 2005 and January 24, 2006**

Chairman Felix called for a motion to accept the minutes of the April 25, 2006 meeting as no changes were made. Commissioner Danny Sharp presented a motion for approval of the minutes as written. The motion was seconded by Commissioner Ray Allen and was unanimously carried.

## **Arizona Emergency Radio System (AERS)**

### AERS Deployment Status

Chairman Felix requested Mr. Tillman cover the following two issues for the benefit of new meeting attendees. 1) How did the Interagency Radio System evolve? 2) What is it intended to do and what is its function?

Mr. Scott Tillman, Manager, Wireless Systems Bureau (formerly the Telecommunications Bureau) summarized the AERS system as a project funded through the Division of Emergency Management with Department of Homeland Security monies. The objective is to enhance statewide interim interoperability as progress is made towards a long-term solution in terms of a statewide interoperable radio network. He reported the existing system is building from the UHF and VHF channels called the Interagency Radio System (IARS) deployed in the state in 1976 at various locations. Additions to the system are the 800 MHz, the I-CALL channel. There are four radios in that suite of channels: VHF, UHF, 800 MHz and the VHF tactical channel. This suite of channels is an interim step toward a long-term interoperability solution which will provide connectivity to the user between the legacy and new system.

Mr. Tillman reported on the deployment status of AERS since the last meeting. He reported last quarter resulted in installations at Navajo Mountain, Schnebly Hill, and Hualapai as well as a suite at the Lake Havasu Police Department site. Upgrades are continuing at two northern counties, Coconino and Mohave. The Telegraph suite was just installed and is the first configuration as a VHF repeater.

Mr. Tillman reported most of the sites are upgrades to the original Interagency Radio System (IARS) dating back to 1976. He reported the Oatman and Childs' installations will finish the Yuma system. The Nogales, Mule, Heliograph and Guthrie sites are all upgrades to the old system. Mr. Tillman reported all base stations have been delivered. The Quijitoa site is being looked at contingent on an agreement with the Tohono O'odham Nation.

### State Plan Memorandum of Understanding (MOU)

Mr. Curt Knight advised the MOU allows public safety agencies to participate in the use of mutual aid channels. It allows the agency to bypass the requirement of FCC licensing for this group of channels. Essentially you are operating under a letter of agreement with the Department of Public Safety which holds the statewide license for these mutual aid channels.

Mr. Knight reported we currently have a total of 17 agencies with signed MOUs. Ms. Holly Burkenbine gave a breakdown by Regional Advisory Councils and organizations of the 17 agencies who have signed MOUs to date.

North (4)  
West (3)

Central (7)  
South (1)

East (2)

Participating organizations breakdown:

1 emergency management	1 public works/transportation
6 law enforcement	1 public health
3 fire service	4 state government agencies
1 emergency medical	

#### AERS Outreach Presentations

Mr. Knight advised he, Mr. Kevin Rogers, and Mr. Jay Vargo, Communications Officer, Division of Emergency Management, and Project Manager of AERS project have been traveling around the state to market participation in the AERS system.

Mr. Jay Vargo reported the Outreach and Education presentations are being conducted around the state with various Sheriff's Offices in conjunction with local agencies to educate them on the AERS project and objectives. These meetings provide general information to those agencies and help identify tasking to be completed in order to utilize the system in their region. The meetings also help establish local command and control, and operational procedures. At the Outreach and Education meetings, Mr. Knight and Mr. Rogers provide an overview of the PSCC, SIEC, and Concept of Operations as it relates to the long-term strategy. Mr. Vargo advised this includes background information on statewide objectives as referenced in the Homeland Security Plan, "Securing Arizona" and the state's homeland security strategy which emphasizes the short and long-term goals.

Additionally, Mr. Vargo advised the PSCC website has pertinent information reference meeting minutes, equipment standards, frequencies, operational procedures, as well as information on federal regulations and guidelines. After these meetings, the intent is to work with an assigned point of contact from each region to ensure objectives are met and all public safety agencies in that region have responded to the Memorandum of Understanding. It is recommended a communications exercise or a planned event be completed to verify use of the system.

Mr. Vargo reported the meetings conducted to date include: Coconino and Mohave counties, City of Yuma, and Yuma County Sheriff's Office. Their desire is to have a meeting for each county. Upcoming meetings will be scheduled for the following counties: Santa Cruz, Cochise, Pima, Graham and Greenlee, and Apache. PSCC will continue to keep the Commission posted on their progress.

As representatives of those regions, Commissioners were asked to provide feedback, recommendations or changes regarding this program. The PSCC wants to ensure the correct information is being disseminated to the public safety agencies that utilize the Arizona Emergency Radio System.

Commissioner Danny Sharp questioned if Outreach and Education meetings conducted with Pima County would incorporate their outreach specific to the Tohono O'odham Nation? Mr. Vargo advised they have been working with the Tohono O'odham Nation and Pima County to ensure it will encompass Quijitoa. He stated it's a matter of a commitment being made to proceed with some type of agreement to get into their site.

Mr. Knight stated they have met with Tohono O'odham Nation several times on the issue of deploying the AERS suite of radios at the Quijitoa site, as well as future relationships to share radio sites and microwave backbone. The PSCC understands Pima County is also pursuing the same type of relationship.

Chairman Felix emphasized the importance of educating the regions utilizing AERS and of pending installations. Chairman Felix stated as Commission members or audience stakeholders, ensure that your particular region or discipline is aware of the AERS system coming into place and participating in the education aspect. Chairman Felix reported the PSCC Support Office is good about announcing their next county location, your participation in it, getting the MOUs signed by the agencies utilizing the system, and getting their radios programmed. Mr. Knight encouraged them to start programming their radios and provide some basic information on how to do that. Chairman Felix advised exercising and debugging the system to ensure it is working at the time of an event so to make good use of the equipment.

### **Arizona's (Region 3) General Use 700 MHz Plan – Federal Communications Commission (FCC) Status**

Mr. Knight reported Arizona's plan for the use of 700 MHz was filed with the FCC in April. As of June 30, 2006, the FCC has posted the Arizona plan for public comment which is a milestone for Arizona's future ability to use 700 MHz. Mr. Knight reported they are hoping to see an approved Arizona plan sometime this summer or before the end of the calendar year which means new or expanded systems can take advantage of 700 MHz by the end of the calendar year. The public comment time frame is about 45 days.

### **International Border Radio Issues**

Mr. Knight apologized publicly for the bad publicity he has given the State Department and the FCC in the past several years for their appearance of inactivity related to international border negotiations with 700 MHz and now with 800 MHz rebanding. Pima County, City of Yuma, as well as Yuma County are impacted with 800 MHz rebanding and/or channel assignment adjustments.

Mr. Knight reported he recently attended a meeting in Tucson hosted by the State Department, FCC and several other federal agencies as well as their counterparts from Mexico. He learned this was the seventh meeting the State Department and FCC have had on these joint issues of 700 and 800 MHz. Mr. Knight was informed at the meeting in Tucson they expected a signed agreement with Mexico sometime in July for 700/800 MHz; however, there has been some further clarification and it appears a signed agreement may not come for a couple of months. Mr. Knight publicly apologized again for the bad press he gave unaware there actually was activity going on.

Mr. Knight reported late last year/earlier this year there was some loaned equipment from our Mexican counterparts to some state, federal and local agencies along the border to facilitate mutual aid communications with our counterparts in Mexico. Subscriber equipment to communicate with the c4's (PSAP locations) in Mexico were loaned to us. The State Department and FCC do not recognize the frequencies or type of equipment as specifically sanctioned for that type of use in the United States. Mr. Knight advised the short-term solution

from the State Department will be to sanction those uses temporarily while working on a long-term mutual aid agreement for cross-border communications.

## **General Business**

### Federal FY 2006 Homeland Security Dollars in Arizona

Commissioner Lou Trammell reported Homeland Security grant funding consist of eight grants. He reported that four large components of the eight Homeland Security grant funds are the State Homeland Security Grant Program (SHSGP), Law Enforcement Terrorism and Prevention Program (LETPP), Urban Area Security Initiative (UASI), and Metropolitan Medical Response System (MMRS). Commissioner Trammell briefly reported on their funding allocations received for Arizona. In comparison to 2005 funding, the SHSGP grant had a 43.3% decrease, LETPP an 86.4% decrease, UASI a 39.2% decrease and also did not make the top 35 funding allocation in the nation, and the MMRS grant with a 102.1% increase in their funding.

Mr. Knight asked when the local agencies could expect the 2006 allocations to be available? Commissioner Trammell reported a 60-day acceptance window prior to award. Award was accepted 20 days ago and so 40 days are left to complete the applications for all the jurisdictions.

### 2006 Arizona Legislative Session – Department of Homeland Security

Commissioner Trammell reported on the recent legislation, Senate Bill 1264, signed into law which establishes the new Arizona Department of Homeland Security. It was established in statute by the Legislature with legislative oversight. This Bill formally establishes the Department of Homeland Security Coordinating Council, the Joint Legislative Committee on Homeland Security, and adds the Department of Homeland Security Regional Advisory Council.

Commissioner Trammell reported there are several components of the Bill still being worked out as they are in conflict with Arizona Division of Emergency Management responsibilities, i.e., conduct preparedness training exercises. Commissioner Trammell advised the state, counties, cities and towns all have their own regional response plans and now a regional response plan will need to be worked out as outlined in this Bill.

Provisions of this Bill include providing a detailed annual report of expenditures to the Governor, House and Senate. Chairman Felix asked if start-up money was appropriated. Commissioner Trammell responded no.

An audience member asked if the existing regional advisory committees are going to be absorbed by this organization or be reformed. Commissioner Trammell stated they will stay in place for now.

Commissioner Hal Collett stated the regions are up for renewal in September and asked would the same person(s) remain or would there be a new selection process? Commissioner Trammell stated he did not know; however, when the statute goes into effect in September, the recommendations are for the Governor to make the appointments.

### State Microwave Replacement

Mr. Knight reported we received the political and funding support for the next three years from four different funding sources for the microwave replacement totaling \$12.4 million as follows:

- 1) \$1.5 million from the state general fund,
- 2) \$826,000 from the state highway fund,
- 3) \$207,000 from Game and Fish fund, and
- 4) The legislative intent language of House Bill 2865 was to provide an additional \$1.6 million of federal homeland security monies toward the microwave replacement for the next three years.

Mr. Knight expressed his appreciation to all for the hard work and political support toward obtaining this microwave replacement funding which is critical to our long-term solution.

### PSCC FY 2008/2009 Budget Request

Mr. Knight reported for the FY 2008-2009 state fiscal year budget request, the PSCC Support Office will request continued funding to expand upon the pilot project being deployed within the next year, and to also begin the detailed design for the long-term solution.

### Website Improvements

Mr. Knight reported changes/additions are regularly made to the Public Safety Communications Commission (PSCC) website. The PSCC organizational chart has been added to the website which consists of the PSCC Commissioners, SIEC Voting Body, SIEC Work Groups and Governance Work Group. Mr. Knight reported if you are speaking about the Commission at one of your professional organizations, please feel free to pull information off the website to share at your meeting.

Mr. Knight advised if you have a request for information to be listed on the website, please contact Mr. Knight or Ms. Evelyn Jablonski. Chairman Felix asked the Commission if the information being distributed by the PSCC Support Office is sufficient. Commissioner Trammell responded it was appropriate.

### **Statewide Interoperability Executive Committee (SIEC)**

SIEC Co-Chair Paul Wilson reported on activities of the SIEC morning meeting with the SIEC Operational and Technical Work Groups participating in an open work group session on the following two issues: 1) standard naming conventions for public safety mutual aid channels, and 2) Tactical Interoperable Communications Plan (TICP) which needs to occur on the state level. Discussion also took place with members of the Work Group and audience on how planning for those issues should proceed.

Co-Chair Paul Wilson advised he would discuss with Mr. Knight and Mr. Rogers on how to encourage participation by the Operational and Technical Work Groups to further these issues. Co-Chair Paul Wilson felt they had a good discussion. No further comments were made.

## **Tactical Interoperable Communications Plan (TICP) Update on Phoenix Area Urban Area Security Initiative (UASI) Exercise & Validation**

Mr. Jesse Cooper, primary point of contact for the Tactical Interoperable Communications Plan (TICP), reported on the history and briefed the Commission on TICP. TICP began with the FY 2005 grant program with each urban area receiving funding being required to come up with a tactical interoperable communications plan. In April 2005, Department of Homeland Security released the diagram and documentation. Originally, six months were given to complete the plan but the deadline was extended to May 1. Phoenix Fire submitted their initial plan in April 2006.

Mr. Cooper reported the goal was to use the April 10 immigration march within the metropolitan Phoenix area as their validation exercise. This plan was not approved and was resubmitted about a week and a half ago with the feedback received from their Peer Review group. Although official notification was not received, Phoenix Fire heard their plan was approved on Friday. The plan is about 98 pages with a snapshot of interoperability solutions for the Phoenix metropolitan area. Each TICP must be validated by an evaluation controller and evaluators by September 30, 2006. They hope to have it validated by August 5, 2006. The City of Glendale has offered to let them use the Cardinals scrimmage game grand opening as their validation exercise. It will be limited scale, not full deployment.

Mr. Cooper stated six TICP components had to be covered in the plan: 1) urban area information, 2) governance structure, 3) interoperability equipment, 4) policies and procedures, 5) incident plan, and 6) communications unit leader training (nothing in place today). Commissioner Mike Worrell has been leading the charge on communications unit leader training. DHS has mandated they have communications unit leaders within the metropolitan Phoenix area. The plan is available for distribution but not for public dissemination as it inventories their communication assets in the Phoenix urban area.

Mr. Cooper reported the implementation applies once this plan is developed and in place. The validation will test it is deployable anytime 24/7, fully operational within an hour of incident occurring and is utilizing anything at your disposal to achieve tactical communications.

Mr. Cooper stated the plan is to look at what options they have in metropolitan Phoenix, what they have today, but it's also in support of long-term which will incorporate the AERS program, the State Plan and other communication plans. This is not a replacement, but a supplement. Mr. Cooper reported they also have a DOJ project and all these plans floating around. This is to capture where they are at and to continually update it. Once Department of Homeland Security approves, it's back up to the urban area.

Commissioner Worrell and Mr. Jesse Cooper sat in on the interoperability communications update for the UASI region and that is where the changes take place. They advised validation period has to be completed by September 30, 2006. The after-action reports and improvement plans will be based on the tactical plans and exercises and should be completed by the end of the year or first quarter of 2007. Mr. Cooper reported Secretary Chertoff was clear this was not going to impact funding decisions but only to be used as a tool for future planning efforts. Mr. Cooper asked Mr. Knight if the state was going to get a separate scorecard. Mr. Knight had not heard. Mr. Cooper thought what he heard in Washington, D.C. is the Phoenix urban area is

going to receive a scorecard based on our TICP and each state is also going to receive a scorecard. Mr. Cooper did not know what the criteria would be, or they didn't elaborate, as this was specifically focusing on the validation exercise. Mr. Cooper thought their long-term goal was to take the urban area plan and turn it into a statewide plan so if someone from southern Arizona needed to deploy in northern Arizona they could take the plan and have the communication information at their disposal. They would like to incorporate some of the other plans that are taking place into that. Once validation is completed, they would be okay on bringing in other plans with the help of the SIEC Work Groups.

### **Pima County Wireless Integrated Network (PCWIN) - Status Update**

Captain Paul Wilson, Project Manager of the Pima County Wireless Integrated Network, reported on the scope of their PCWIN project to design, procure, and deploy a regional public safety communications center to serve 32 jurisdictional partners in Pima County. This project will serve to co-locate the Pima County Sheriff's Office and Tucson Police and Fire Department's dispatch functions, and the County's Emergency Operations Center (EOC). Captain Wilson reported on the significant project milestones that have taken place from inception to the present time. He reported five vendors bid on their consultation services request which was narrowed down to two vendors who advanced to level two of the evaluation. On January 10, 2006, the PCWIN contract was awarded to CTA Communications. Also reported on were the expected project deliverables, risk factors to the project, and several key recommendations made by CTA Communications specific to their project. Key decisions acted upon by the Executive Committee include the adoption of the APCO P25 standard for voice radio, with trunked digital 700/800 MHz primarily simulcast system, planning to continue on path for design of stand alone data system, occupancy of communications and EOC facility in separate spaces to maintain autonomous operations.

Captain Wilson reported on one significant decision with their project. Pima County had initially thought to construct a facility, but is currently purchasing a building which may meet the requirements of their project. They are going through a process to see if the fit meets their needs.

Chairman Felix requested Captain Wilson's perspective with lessons learned as they move forward with their project. Captain Wilson stated some of the lessons learned pertain to their site visits. Captain Wilson reported prior to the last Commission meeting when a work group meeting was held considering governance issues, Pima County went to several of the communities where the examples came from and observations noted. If interested, he would bring that information to the PSCC. Captain Wilson mentioned they had not contemplated consolidating their dispatch services, but during travels to other communities the benefits were noticed. However, the timing wasn't right for their community to achieve that and would possibly be detrimental to the project. Pima County decided to simply co-locate for the time being and maybe sometime in the future they would look into that option again.

### **PSCC Request for Proposal – Status Update**

Mr. Kevin Rogers updated the Commission on the Request for Proposal (RFP) status to hire an engineering firm to assist with consulting services. Mr. Rogers reported the RFP was developed by the PSCC Support Office and DPS Procurement. Prior to release, a review of the RFP was



completed by the National Law Enforcement and Corrections Technology Center (NLECTC), both the Rocky Mountain and West division offices.

Mr. Rogers reported the RFP was released to over 1100 consultant firms on April 10, 2006 by the DPS Procurement Office. The RFP work will be done in two phases with the first phase to develop the conceptual design and the second phase to have the consultant help us select a system integrator to help us build and test the systems capabilities and functionalities.

Mr. Rogers reported the pre-proposal conference was held on April 28, 2006 which resulted in 25 attendees representing 19 consulting firms. Proposals were opened on May 19, 2006 with a total of five companies submitting proposals as listed below in the order they were received by our DPS Procurement Office.

Buford Goff & Associates, Columbia, South Carolina  
Federal Engineering, Inc., Fairfax, Virginia  
CTA Communications, Lynchburg, Virginia  
RCC Consultants, Inc., Houston, Texas  
MACRO Corporation, Walnut Creek, California

Mr. Rogers reported the evaluation team members with public safety, RFP process, operational and technical experience were chosen for this committee.

Mr. Rogers stated two selection criteria were built, Level One and Level Two. Level One criteria reviewed the firm's capabilities and experience with planning, design and implementation of land mobile radio communications systems, the resources they had to draw from, the firm's past experience in large land mobile radio communications projects, the project team's experience in land mobile radio communications systems and business plan development. A review of the vendor's current financial statements was performed by an independent accountant who looked at financial stability. All vendors passed this evaluation process and advanced to Level Two.

On June 28 and 29, Level Two evaluation took place which included two presentations by the vendor on the following criteria: 1) methodology and company presentation, and 2) project manager experience.

Mr. Rogers advised the Commission the Department of Public Safety Procurement Office is still reviewing the proposals. Mr. Rogers reported he had hoped to make an announcement at today's meeting but it will be delayed by a week or more. He advised the PSCC Support Office would most likely broadcast the vendor selection via email. Mr. Rogers advised a kick-off meeting would take place at our October meeting to introduce the new consultant.

Chairman Felix complimented Mr. Rogers, Mr. Knight, PSCC staff, and evaluation team members for their efforts and commitment given to the entire RFP process.

Mr. Knight stated we have been addressing/fostering the AERS issue and he hopes to engage the Commission in validating the original Concept of Operations with the consultant we hire. He

envisions the PSCC will now begin to look at what the pilot will be, whether it be a pilot in one or more areas, or multiple phases of a pilot in different areas of the state. The pilot needs to validate what we said in our Concept of Operations and what the consultant decides from a technology standpoint will satisfy our philosophical statement.

Chairman Felix asked if the major portion of our next agenda is to meet the consultant. Mr. Rogers responded he would like to introduce the evaluation team members and have the consultant do their kickoff meeting to give us their timeline and how they will proceed.

Chairman Felix asked if the awarding of the consultant is on target with our timeline. Mr. Knight responded yes.

### **Date, Time and Location of Next Meeting**

Chairman Felix thanked Mr. Knight for having the meeting in Flagstaff to coincide with the law enforcement POW WOW activities going on this week in town. Mr. Knight asked that the Commission recognize Ms. Holly Burkenbine and Ms. Evelyn Jablonski for their hard work in organizing the meeting.

October 24, 2006, 1:00 p.m.  
Burton Barr Central Library  
1221 North Central Avenue  
Phoenix, Arizona

### **Call to the Public**

Chairman Felix asked for comments from the public. No comments were received.

### **Recommendations for Future Meetings**

Chairman Felix asked for recommendations for future meetings. No comments were received.

### **Adjournment**

Chairman Felix asked for a motion to adjourn. Motion to adjourn was made by Commissioner Danny Sharp and seconded by Commissioner Hal Collett. Motion was unanimously carried. Meeting adjourned at 1:55 p.m.